



HIPAA Privacy & Security Training Test

Instructions: Please circle the answer to each question on the attached Answer Sheet. Fifteen correct answers (80%) are required to pass this course. Once you have completed the test, turn into your manager.

1. HIPAA is an acronym for:
 - a. Health Information Privacy and Accountability Act
 - b. Health Insurance Privacy and Accommodation Act
 - c. Health Insurance Portability and Accountability Act
 - d. Health Information Portability and Accommodation Act

2. HIPAA requires healthcare organizations:
 - a. To follow rules on use and release of consumer information
 - b. To keep consumer information private and confidential, safe, and accurate
 - c. To provide consumers with safe and adequate nutrition
 - d. a and b
 - e. None of the above

3. According to the HIPAA Privacy rule, the type of information that must be kept private is PHI or Protected Health Information. What are some examples of PHI?
 - a. name, address, phone number
 - b. intake assessment
 - c. diagnosis
 - d. all of the above
 - e. b and c

4. Any device or electronic medium that may be used to access or store confidential information must use _____.
 - a. Microsoft Office
 - b. Facebook
 - c. Email
 - d. Encryption

5. When releasing consumer information to an outside person or entity, the receiving party must be _____ and have a _____.
 - a. consumer's relative, billing request
 - b. a physician, research project
 - c. authorized, need to know
 - d. a licensed clinician, question



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6. Setting up automatic forwarding rules from your CEI email to personal email accounts is permitted at CEI.
 - a. True
 - b. False

7. Consumers cannot amend or correct their clinical record.
 - a. True
 - b. False

8. Federal Law 42 CFR Part 2 (privacy regulations for persons in substance abuse treatment) is more restrictive regarding privacy protection than HIPAA.
 - a. True
 - b. False

9. Any law that provides the most privacy protection to our consumers takes priority over the other laws.
 - a. True
 - b. False

10. All CMH therapy and nursing staff have a right to access any PHI that is in the CEI computer database.
 - a. True
 - b. False

11. You do not need to shred documents that only contain addresses.
 - a. True
 - b. False

12. Consumers do not have a right to file a complaint if they feel that their privacy is violated.
 - a. True
 - b. False

13. CEI employees are protected from criminal and civil penalties for all privacy violations.
 - a. True
 - b. False



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14. The HITECH Act of 2009 added new federal privacy regulations regarding the electronic exchange of consumer clinical information.
 - a. True
 - b. False

15. According to the CEI employee handbook, revealing confidential information without written authorization of the client is grounds for disciplinary action or dismissal.
 - a. True
 - b. False

16. All staff, (employees, volunteers, providers, and agents) of the CEI Network are responsible for protecting the confidentiality of information pertaining to recipients of mental health services.
 - a. True
 - b. False

17. Consumers have a right to request restrictions or access to their record.
 - a. True
 - b. False

18. CEI is required by HIPAA to give all consumers a copy of the Notice of Privacy Practices.
 - a. True
 - b. False

19. Use of the CEI network and system may be monitored.
 - a. True
 - b. False



Training Unit Answer Sheet

Name: _____ Signature: _____

Agency: _____ Work Location: _____

Date: _____

- Course (Circle one):**
- | | |
|---|---------------------------------|
| Blood Borne Pathogens/Infection Control | Cultural Competency & Diversity |
| HIPAA Privacy & Security | Environmental Safety |
| Person Centered Planning | De-Escalation Skills |
| Corporate Compliance | Limited English Proficiency |
| Recipient Rights | Trauma Informed Care |
| | Appeals and Grievances |

I attest, by filling out below, that I have reviewed the content for the circled course above and have completed the test to the best of my ability.

Once you have completed the test, turn into your manager.

Choose the one best answer for each question. Mark your answer below by circling the appropriate letter for each question.

- | | | | | | | | | | | | |
|----|---|---|---|---|---|----|---|---|---|---|---|
| 1 | A | B | C | D | E | 14 | A | B | C | D | E |
| 2 | A | B | C | D | E | 15 | A | B | C | D | E |
| 3 | A | B | C | D | E | 16 | A | B | C | D | E |
| 4 | A | B | C | D | E | 17 | A | B | C | D | E |
| 5 | A | B | C | D | E | 18 | A | B | C | D | E |
| 6 | A | B | C | D | E | 19 | A | B | C | D | E |
| 7 | A | B | C | D | E | 20 | A | B | C | D | E |
| 8 | A | B | C | D | E | 21 | A | B | C | D | E |
| 9 | A | B | C | D | E | 22 | A | B | C | D | E |
| 10 | A | B | C | D | E | 23 | A | B | C | D | E |
| 11 | A | B | C | D | E | 24 | A | B | C | D | E |
| 12 | A | B | C | D | E | 25 | A | B | C | D | E |
| 13 | A | B | C | D | E | | | | | | |

Instruction for Manager: If CLS or B-Contract, grade and keep for your own records. Records will be reviewed during site visits. If A-Contract, send completed (ungraded) answer sheet to the Training Unit.

Grade*: _____ out of _____ *must equal 80% or above to pass **Manager Initials** _____